Job Title: 28761 – IC SCC Cybersecurity Technical Advisor - GS-15

Salary Range: $117,191 - $166,500

Vacancy Open Period: 12/10/2019 - 12/31/2019

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates, Detailees

Division: DNI/EC/IC CIO

Duty Location: Bethesda, MD

Security Clearance: TS/SCI with CI Polygraph

Travel Required: 0-25% Travel

Relocation Expenses: For new ODNI employees, reimbursement for relocation is discretionary based on availability of funds.

Job Interview Travel: Candidates from outside the Washington, D.C., area may be selected for a telephone, teleconference, or in-person interview. If selected for an in-person interview, any travel or lodging will be at the applicant's personal expense.

Position Information

This is an opportunity for:

- An internal candidate to fill a GS-15 cadre position.

- A Federal Government employee to serve on a two-year reimbursable detail assignment in the ODNI. The detail assignment may be extended an additional year if all parties agree.

Who May Apply

Current GS employees at the same grade or one grade lower than the advertised position grade may apply.

Former members of the Peace Corps may be considered for ODNI employment only if five full years have elapsed since separation from the Peace Corps.

- For a cadre assignment:

  - Current ODNI permanent cadre. (Current GS employees at the same grade or one grade lower than the advertised position grade may apply.)

- For a detailee assignment:

  - Current Federal Government employees. (Current GS employees at the same grade or one grade lower than the advertised position grade may apply.)

Salary Determination

- The ODNI uses a rank-in-person system in which rank is attached to the individual. A selected ODNI candidate or other Federal Government candidate will be assigned to the position at the employee's current GS grade and salary.

- A current Federal Government employee, selected for a detail, will be assigned to the position at his or her current grade and salary.

Component Mission

The Deputy Director of National Intelligence for Enterprise Capacity (DDNI/EC) is responsible to the DNI for all matters pertaining to IC resources, workforce, systems, technology and infrastructure, with five reporting components: Acquisition, Procurement and Facilities, IC Chief Financial Officer, IC Chief Human Capital Officer, IC Chief Information Officer, and Systems & Resource Analyses.

Major Duties and Responsibilities (MDRs)

- Serve as IC Security Coordination Center's (IC SCC) principal technical advisor and cybersecurity subject matter expert in support of the integrated defense of the IC information environment.

- Consult on the effective integration of IC element and IC Information Technology Enterprise (IC ITE) service provider cybersecurity capabilities with the IC SCC to ensure shared cybersecurity situational awareness and coordinated incident response.

- Conduct technical research leveraging government, industry, and academic institutions to identify leading edge cybersecurity capabilities, lessons learned and best practices for adoption and promulgation across the IC.

- Provide strategic guidance to the design, evaluation, selection, implementation, and support of development and deployment of IC SCC cybersecurity services, tools and capabilities.

- Support the IC SCC's development of realistic cyber training and exercise scenarios for the IC's annual cyber exercise program.

- Investigate alternative design options to meet customer requirements.

- Pursue outreach opportunities with IC elements and USG partners to build relationships and develop partnerships for SCC.

- Lead, manage, and supervise IC SCC technical directorate personnel.

- Engage in ODNI and IC CIO oversight duties.

Mandatory and Educational Requirements

- Expert technical knowledge and experience in the cybersecurity field; broad knowledge of other related disciplines/specialties (hardware, software, networks).

- Superior critical thinking skills and ability to innovate to develop integrated solutions to complex cybersecurity challenges.

- Exceptional interpersonal and collaboration skills to work effectively across disparate organizations.

- Outstanding communication skills, both written and oral, with the ability to convey complex information in a clear, concise manner to diverse audiences.

- Demonstrated ability to effectively lead a team, and supervise, manage and mentor technical personnel.

- Superior ability to balance responsibilities among numerous projects and work independently with minimal direct management oversight.

- Superior ability to develop and implement cybersecurity plans, policies and procedures.

- Expert ability to monitor trends in development, including the ability to assess the viability of competing technologies and recommend the adaption of emerging technologies.

- Experience managing programs and projects and employing skills to include developing requirements, schedules and budgets, identifying risks and opportunities, and allocating resources.

Minimum Qualifications

Experience: One year of specialized experience at the next lower GS-grade (or equivalent). IT related experience may be demonstrated by paid or unpaid experience and/or completion of specific, intensive training (for example, IT Certification). IT- related experience demonstrating each of the four competencies (Attention to Detail, Customer Service, Oral Communication, and Problem Solving).

Education: Degree in computer science, engineering, information science, information systems management, mathematics, operations research, statistics, or technology management or degree that provided a minimum 24 semester hours in one or more of the fields identified above and required the development or adaptation of applications, systems or networks.

Desired Requirements

N/A

Key Requirements and How To Apply

Internal ODNI Cadre Candidates:

A complete application package must include:

a. **RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.
b. **PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required in the cover letter if the applicant is unable to provide the two most recent evaluations.
c. **COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

WHERE TO SUBMIT: *Internal ODNI Cadre Candidates must submit an application through the classified* JobsDNI *website*. For current employees who do not currently have access to internal systems, applications should be sent to either DNI_COO_TM_HR_OPS_TEAM_B_WMA@cia.ic.gov (classified email system) or Recruitment_TeamB@dni.gov (unclassified email system). Applicants experiencing technical issues should contact the HR POC for guidance. Applicants submitting via JWICS are requested to submit their materials to *portifa@dni.ic.gov (Faith P.), majettm@dni.ic.gov (Maya M.),* and *mcginlj@dni.ic.gov (Johnny M.)* in lieu of the group address above.

Current Federal Employees within the Intelligence Community (IC) Applying for a Detail Assignment:

Applicants from federal agencies within the Intelligence Community (IC) may be considered for this position as a reimbursable detailee, if endorsed by the employing agency. Applicants must have current TS/SCI clearances with polygraph or have the ability to obtain one. The ODNI does not conduct polygraphs or provide security clearances for detailees. *Applicants from within the IC must submit an application through the classified IC Joint Duty Program website.*

Applicants from federal agencies outside the IC Applying for a Detail Assignment:

A complete application package must include:

a. **WRITTEN ENDORSEMENT from the employing agency concurring with the detail**
b. **RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.
c. **PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required in the cover letter if the applicant is unable to provide the two most recent evaluations.
d. **VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.
e. **COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.
f. **SF-50 (if applicable):** Current or former Federal Government employees must provide an SF-50, "Notification of Personnel Action" to verify current federal status, position, title, grade, and organization of record.

WHERE TO SUBMIT: Applicants from federal agencies outside the IC should be sent to either DNI_COO_TM_HR_OPS_TEAM_B_WMA@cia.ic.gov (classified email system) or Recruitment_TeamB@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to *portifa@dni.ic.gov (Faith P.), majettm@dni.ic.gov (Maya M.),* and *mcginlj@dni.ic.gov (Johnny M.)* in lieu of the group address above.

<u>**All Applicants:**</u>

APPLICATION PACKAGES MUST CONTAIN ALL ITEMS LISTED ABOVE. AN INCOMPLETE APPLICATION PACKAGE WILL BE INELIGIBLE FOR CONSIDERATION.

Your application MUST be received by midnight on the closing date of this announcement. Applications received after the closing date will NOT be eligible for consideration.

All attachments should be in Microsoft Word or Adobe PDF format.

Applications submitted through the classified email system should NOT contain classified information above the TS//SI/TK//NOFORN level.

To verify receipt of your application package ONLY, you may call 301-243-1318.

What To Expect Next

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received, applicants will be contacted ONLY if they have been selected for an interview.

Agency Contact Information

ODNI Recruitment; Phone: 301-243-1318; Email: Recruitment_TeamB@dni.gov

Other Information

The ODNI offers a broad array of benefits programs and family friendly flexibilities for ODNI cadre.

- Federal Employees Health Benefits Program: http://www.opm.gov/insure/health/index.asp

- Life Insurance: http://www.opm.gov/insure/life/index.asp

- Long-Term Care Insurance: http://www.ltcfeds.com

- Federal Employees Retirement SYSTEM (FERS) (new employees automatically covered): http://www.opm.gov/retire/index.asp If you are transferring from another agency and covered by the Civil Service Retirement System (CSRS), you may continue in that system.

- Annual and Sick Leave: http://www.opm.gov/oca/leave/index.asp

- Flexible Spending Accounts for Health Care and Dependent Care: http://www.fsafeds.com/fsafeds/index.asp

- Paid Federal Holidays

- Alternative Work Schedules

The ODNI is an equal opportunity employer and abides by applicable employment laws and regulations.

REASONABLE ACCOMMODATIONS FOR PERSONS WITH DISABILITIES: The ODNI provides reasonable accommodations to otherwise qualified applicants with disabilities. IF YOU NEED A REASONABLE ACCOMMODATION for any part of the application and hiring process, please notify the Intelligence Community Equal Employment Opportunity and Diversity Office Representative by classified email at DNI_Reasonable_Accommodation_WMA@cia.ic.gov and DNI_Diversity_WMA@cia.ic.gov, by unclassified email at DNI_DRA@dni.gov, by telephone at 703-275-3900 or by FAX at 703-275-1217 . Your request for reasonable accommodation will be addressed on a case-by-case basis. **PLEASE DO NOT SUBMIT YOUR APPLICATION TO THE EEOD EMAIL ADDRESS. THIS EMAIL IS FOR REASONABLE ACCOMMODATION REQUESTS ONLY. PLEASE SUBMIT YOUR APPLICATION VIA THE EMAIL ADDRESS PROVIDED IN THE 'HOW TO APPLY' SECTION ABOVE.**